



**AIRPORT COMMISSION AGENDA
REGULAR MEETING
Council Conference Room 1
421 Main Street
Chico, CA 95928
October 24, 2023
6:00 p.m.**

**COPIES OF THIS AGENDA
ARE AVAILABLE FOR
REVIEW IN THE:**

Airport Manager's Office
150 Airpark Blvd., Suite 110
Chico, CA 95973
(530) 896-7216

Agenda available online at:
www.chico.ca.us

AIRPORT COMMISSION

Martin Nichols, Chair
Marc Breckenridge, Vice Chair
Mike Antolock
Roger Effremsky
Raul Hernandez

PUBLIC PARTICIPATION:

PUBLIC PARTICIPATION: This meeting is being conducted in accordance with Executive Order N-29-20. The public may view the meeting on Comcast Channel 11.

Due to the COVID-19 pandemic, the public shall have an opportunity to address the Airport Commission by email, on any item described in the agenda before or during consideration of that item. (Government Code § 54954.3(a)). The Airport Commission is prohibited by law from considering any other business at this meeting.

Public comment will also be accepted by email with the subject line PUBLIC COMMENT ITEM _____, sent to airportpubliccomments@chicoca.gov before the meeting. The public is encouraged not to send more than one email per item and not to comment on numerous items in one email.

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1 **CALL TO ORDER**

1.2 **PLEDGE OF ALLEGIANCE**

1.3 **ROLL CALL**

2. **CONSENT AGENDA**

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

2.1 **APPROVAL OF AIRPORT COMMISSION REGULAR MEETING MINUTES**

Approve minutes of the Regular Airport Commission meeting on July 25, 2023 (Attachment 1).

3. **ITEMS REMOVED FROM CONSENT AGENDA** (if any)

4. **NOTICE OF PUBLIC HEARINGS** – None

5. **CLOSED SESSION** – None

6. **REGULAR AGENDA**

6.1 **NORTHGATE AVIATION CHICO JET CENTER PRESENTATION**

Alicia Rock will give a short presentation on the Chico Regional Airport's FBO operations.

6.2 **AIR SERVICE DEVELOPMENT**

Airport Manager will provide an update on the air service development progression.

6.3 **CONSIDERATION OF 2024 AIRPORT COMMISSION MEETING CALENDAR**

Per Airport Charter section 2.36.030, the Commission shall select a weekday and time for regular quarterly meetings during the months of January, April, July and October that shall begin no earlier than 6:00 p.m. The Commission will consider the following proposed meeting schedule for 2024 (Attachment 2):

January 29, 2024
April 30, 2024
July 30, 2024
October 29, 2024

7. **PUBLIC COMMENTS**

Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

8. **REPORTS AND COMMUNICATION**

The following reports and communication items are provided for the Commission's information. No action can be taken on the items unless the Commission agrees to include it on a subsequent agenda.

8.1 **AIRPORT MANAGER REPORTS**

- Upcoming Airport Projects
- Professional Engineering Services RFP / Agreement Status

8.2 **AIRPORT COMMISSIONER REPORTS**

Commissioners will report on airport related items that have been addressed by their assigned committee, commission, or association since the July 25, 2023 Airport Commission meeting (if any).

- A. Finance Committee – Nichols
- B. Internal Affairs Committee – Effremsky
- C. Butte County Airport Land Use Commission (ALUC) – Tom Bahr
- D. Air Service Development Committee –Breckenridge, Hernandez

9. **ADJOURNMENT**

Adjourn to a Regular Airport Commission meeting on January 29, 2024 at 6:00 p.m. in the City Council Chambers located at 421 Main Street, Chico, CA.



Please contact the Airport Manager's Office at (530) 896-7216 if you require an agenda in an alternative format or if you need to request a disability-related modification or accommodation to participate in a meeting. This request should be received at least three working days prior to the meeting to accommodate your request.

POSTED: 10/20/2023



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ATTACHMENT 1



**AIRPORT COMMISSION MINUTES
REGULAR MEETING
City Council Chamber
421 Main Street
Chico, CA 95928
July 25, 2023
6:00 p.m.**

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1. **REGULAR AIRPORT COMMISSION MEETING**

1.1 **CALL TO ORDER**

Called to order by Chair Nichols at 6:00 p.m.

1.2 **PLEDGE OF ALLEGIANCE**

1.3 **ROLL CALL**

Present: Breckenridge, Effremsky, Hernandez, Antolock, Nichols.

Absent: None.

1.4 **SELECTION OF CHAIR AND VICE CHAIR**

Commissioner Antolock nominated Chair Nichols to continue as Chair.

Motion carried and passed 5-0 as follows:

ATTACHMENT 1

AYES: Breckenridge, Effremsky, Hernandez, Antolock, Nichols.

NOES: None.

Commissioner Antolock nominated Commissioner Breckenridge to be Vice Chair.

Motion carried and passed 5-0 as follows:

AYES: Breckenridge, Effremsky, Hernandez, Antolock, Nichols.

NOES: None.

2. **CONSENT AGENDA**

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

2.1 **APPROVAL OF AIRPORT COMMISSION REGULAR MEETING MINUTES**

Approve minutes of the Regular Airport Commission meeting on April 25, 2023 (Attachment 1).

2.2 **APPROVAL OF AIRPORT COMMISSION SPECIAL MEETING MINUTES**

Approve minutes of the Special Airport Commission meeting on May 23, 2023 (Attachment 2).

A motion was made by Vice Chair Breckenridge to approve the April 25, 2023 Regular Meeting minutes and the May 23, 2023 Special Meeting minutes. The motion was seconded by Commissioner Effremsky.

Motion carried and passed 5-0 as follows:

AYES: Breckenridge, Effremsky, Hernandez, Antolock, Nichols.

NOES: None.

3. **ITEMS REMOVED FROM CONSENT AGENDA** None

4. **NOTICE OF PUBLIC HEARINGS** – None

5. **CLOSED SESSION** – None

6. **REGULAR AGENDA**

6.1 **INTERNAL AFFAIRS COMMITTEE ASSIGNMENT**

The Commission was asked to nominate one (1) Commissioner to serve on the Internal Affairs Committee.

Recommendation: The Airport Manager recommends the Commission nominate one (1) Commissioner to serve on the Internal Affairs Committee.

ATTACHMENT 1

Chair Nichols nominated Commissioner Effremsky for the Internal Affairs Committee assignment. Commissioner Effremsky accepted.

6.2 **AIR SERVICE DEVELOPMENT COMMITTEE ASSIGNMENT**

The Commission was asked to nominate two (2) Commissioners to serve on the Air Service Development Committee and attend stakeholder meetings.

Recommendation: The Airport Manager recommends the Commission nominate two (2) Commissioners to represent the Airport Commission on the Air Service Development Committee and attend key stakeholder meetings.

Chair Nichols nominated Vice Chair Breckenridge and Commissioner Hernandez for the Air Service Development Committee assignment, with Commissioner Effremsky assigned as an alternate. Vice Chair Breckenridge, Commissioner Hernandez, and Commissioner Effremsky all accepted.

6.3 **CONSIDERATION OF REQUEST TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH BLUE FLAMINGO, INC.**

The Commission considered a request to execute a Professional Services Agreement (PSA) with Blue Flamingo, Inc. for air service marketing for a term of two (2) years.

Recommendation: The Airport Manager recommends approval of Minute Order 02-23 authorizing the City Manager to execute a Professional Services Agreement (PSA) with Blue Flamingo, Inc. for air service marketing.

6.3.1 **Minute Order 02-23** authorizing the City Manager to execute a PSA with Blue Flamingo, Inc., which includes the draft PSA (Attachment 3).

A motion was made by Commissioner Effremsky to approve Minute Order 02-23 and move forward the Professional Services Agreement, with minor corrective revisions. The motion was seconded by Vice Chair Breckenridge.

Motion carried and passed 5-0 as follows:

AYES: Breckenridge, Effremsky, Hernandez, Antolock, Nichols.

NOES: None.

6.4 **CONSIDERATION OF REQUEST TO EXECUTE AN OPERATING AGREEMENT WITH DAWSON TAYLOR AVIATION SERVICES**

The Commission considered a request to execute an Operating Agreement with Dawson Taylor Aviation Services for limited aeronautical operating activities at the Chico Regional Airport.

Recommendation: The Airport Manager recommends approval of Minute Order 03-23 authorizing the City Manager to execute an Operating Agreement with Dawson Taylor Aviation Services for limited aeronautical operating activities.

ATTACHMENT 1

6.4.1 **Minute Order 03-23** authorizing the City Manager to execute an Operating Agreement with Dawson Taylor Aviation Services, which includes the draft Operating Agreement (Attachment 4).

A motion was made by Commissioner Effremsky to approve Minute Order 03-23 and move forward the Operating Agreement, with minor corrective revisions. The motion was seconded by Vice Chair Breckenridge.

Motion carried and passed 5-0 as follows:

AYES: Breckenridge, Effremsky, Hernandez, Antolock, Nichols.

NOES: None.

6.5 **CONSIDERATION OF REQUEST TO RENEW LEASE OF REAL PROPERTY FOR HANGAR SPACE E-1**

The Commission will consider a request to renew the Lease of Real Property at 100 Lockheed Avenue. In accordance with AP&P 90-16, the lease renewal needs to be reviewed and approved by the Commission prior to the execution.

Recommendation: The Airport Manager recommends approval of Minute Order 04-23 authorizing the City Manager to execute this Lease of Real Property at the Chico Regional Airport (City of Chico/Chico Air Carriage) located at 100 Lockheed Avenue.

6.5.1 **Minute Order 04-23** authorizing the City Manager to execute a Lease of Real Property at the Chico Regional Airport (City of Chico/Chico Air Carriage), which includes the draft Lease (Attachment 5).

A motion was made by Commissioner Hernandez to approve Minute Order 04-23 authorizing execution of the Lease of Real Property, with minor corrective revisions. The motion was seconded by Commissioner Effremsky.

Motion carried and passed 5-0 as follows:

AYES: Breckenridge, Effremsky, Hernandez, Antolock, Nichols.

NOES: None.

6.6 **AIR SERVICE DEVELOPMENT**

The Airport Manager provided an update on the air service development progression.

7. **PUBLIC COMMENT**

Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

ATTACHMENT 1

8. **REPORTS AND COMMUNICATION**

The following reports and communication items were provided for the Commission's information. No action can be taken on the items unless the Commission agrees to include it on a subsequent agenda.

8.1 **AIRPORT MANAGER REPORTS**

- General Update

8.2 **AIRPORT COMMISSIONER REPORTS**

Commissioners reported on airport related items that were addressed by their assigned committee, commission, or association since the April 25, 2023 Airport Commission meeting (if any).

- A. Finance Committee – Nichols
- B. Internal Affairs Committee – Vacant
- C. Butte County Airport Land Use Commission (ALUC) – Tom Bahr
- D. Air Service Development Committee – Antolock

9. **ADJOURNMENT**

The meeting adjourned at 7:10 p.m. to a Regular Airport Commission meeting on October 24, 2023 at 6:00 p.m. in the City Council Chambers located at 421 Main Street, Chico, CA.



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Calendar 2024

January						
Su	Mo	Tu	We	Th	Fr	Sa
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December						
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